

Town Meeting Coordinating Committee

Meeting of Monday, February 8, 2010

Bangs Community Center, room 101

Attendance: Peggy Roberts, Nonny Burack, Mary Streeter, Rob Crowner, Carol Gray, Harry Brooks (arrived 4:42); absent: Dorwenda Bynum-Lewis

1. Call to order: Peggy calls the meeting to order at 4:37pm.

2. Minutes of previous meetings: Mary moves, Carol seconds, and the committee approves without objection the minutes of February 1, 2010 with minor amendments.

3. TMCC page on town website: Peggy requests that the TMCC committee charge as described in Article 16 of the town bylaws be added to the TMCC page on the town website. Mary agrees to revise the page based on feedback from the committee.

The committee provides feedback on Carol's draft of a document providing information on bringing a petition article to Town Meeting. The discussion covers whether and whom among town staff should be consulted when considering a petition article, the kinds of petition articles that should be illustrated in the document, and the inclusion of a shorter summary in addition to a detailed account. Peggy states that TMCC had prepared an information sheet for the Town Clerk's and Town Manager's offices to distribute to people submitting petition articles several years ago and suggests that this new version, if it is to replace the other, be reviewed by the Clerk for accuracy. Carol proposes asking the Clerk to distribute the memo being drafted by TMCC, which includes URLs for the TMCC webpage and the League of Women Voters booklet, when petition article forms are taken out.

It is agreed that TMCC will update a previous document on running for Town Meeting, based on feedback at the meeting.

Peggy will attempt to locate the flier on mentoring of new Town Meeting members that TMCC produced several years ago.

4. Town Meeting planning schedule: Peggy reads the letter she has drafted to request TMCC's inclusion in the recipient list for messages regarding Town Meeting planning meetings and receives feedback from the committee.

5. TMCC FY10 budget: Harry believes that there remains a positive balance in the TMCC budget for FY10, and will confirm this by the next meeting.

6. Planning Spring calendar/work assignments: Harry will look into whether TMCC events can be posted on the electronic bulletin boards in Town Hall, even if they are scheduled for future dates. Nonny believes that a TMCC easel in Town Hall would not be effective and might get in the way.

Nonny will contact newly elected Town Meeting members after the election to welcome them to Town Meeting and alert them to upcoming events. Mary will assist if needed.

Mary will update the sticker for the first packet. Dorwenda will be asked to print them, as she did before. Fliers to be included in the first packet include those for the warrant review, the bus tour, and precinct meetings. It is noted that the first informational forum, which is budget-related, will have already taken place by the time the first packet goes out.

Rob will contact the Superintendent of Public Works to determine whether he is interested and willing to participate in the proposed budget forum before any additional planning goes into it.

Nonny and Peggy will coordinate with the League of Women Voters to organize the warrant review.

The committee discusses sites that are anticipated to be relevant for Spring Town Meeting articles and concludes that a bus tour is likely to be worthwhile. The bus tour is scheduled for Sunday, April 18 from 2:00pm to 4:00pm.

Preliminary organization of precinct meetings will take place, with all TMCC members who have previously facilitated meetings agreeing to do so again. Mary will reserve the usual locations.

7. Scheduling of meetings: Upcoming meetings have been scheduled for February 22 and March 8 and 22.

8. Adjournment: The meeting is adjourned at 6:11pm.

Respectfully submitted,
Rob Crowner

Documents distributed at the meeting:

1. agenda
2. draft minutes of February 1, 2010
3. draft of document titled "How to Bring a Petition Article to Town Meeting"
4. TMCC planning calendar